

EDMONDS CITY COUNCIL APPROVED MINUTES

April 26, 2016

The Edmonds City Council meeting was called to order at 7:00 p.m. by Mayor Earling in the Council Chambers, 250 5th Avenue North, Edmonds. The meeting was opened with the flag salute.

ELECTED OFFICIALS PRESENT

Dave Earling, Mayor
Kristiana Johnson, Council President
Michael Nelson, Councilmember
Adrienne Fraley-Monillas, Councilmember
Diane Buckshnis, Councilmember
Dave Teitzel, Councilmember
Thomas Mesaros, Councilmember
Neil Tibbott, Councilmember

STAFF PRESENT

N. Haughian, Police Officer
Phil Williams, Public Works Director
Carrie Hite, Parks, Rec. & Cult. Serv. Dir.
Shane Hope, Development Services Director
Scott James, Finance Director
Rob Chave, Planning Manager
Leif Bjorback, Building Official
Rob English, City Engineer
Jeff Taraday, City Attorney
Scott Passey, City Clerk
Jerrie Bevington, Camera Operator
Jeannie Dines, Recorder

1. ROLL CALL

City Clerk Scott Passey called the roll. All elected officials were present.

2. APPROVAL OF AGENDA

COUNCILMEMBER TEITZEL MOVED, SECONDED BY COUNCILMEMBER BUCKSHNIS, TO APPROVE THE AGENDA IN CONTENT AND ORDER. MOTION CARRIED UNANIMOUSLY.

3. APPROVAL OF CONSENT AGENDA ITEMS

COUNCILMEMBER MESAROS MOVED, SECONDED BY COUNCILMEMBER BUCKSHNIS, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. The agenda items approved are as follows:

- A. APPROVAL OF DRAFT CITY COUNCIL MEETING MINUTES OF APRIL 19, 2016**
- B. APPROVAL OF CLAIM, PAYROLL AND BENEFIT DIRECT DEPOSIT, CHECKS AND WIRE PAYMENTS**

4. PRESENTATIONS/REPORTS

- A. YWCA STAND AGAINST RACISM DAY PROCLAMATION**

Mayor Earling read a proclamation declaring April 29, 2016 to be Stand Against Racism Day in Edmonds and calling upon all public officials, educators, business leaders and all people of Edmonds to observe this

day and commit themselves going forward to fight against racism whenever and wherever it may appear. He presented the proclamation to **Mary Anne Dillon, Regional Director, YWCA Snohomish County**.

Ms. Dillon expressed her appreciation for the City's Stand Against Racism again this year. The initiative began in 2008 by the YWCA in Trenton, New Jersey. This campaign is designed to build community among those who work for racial justice and to raise awareness about the negative impact of institutional and structural racism. The Stand Against Racism campaign is one part of the YWCA's larger national strategy to fulfill their mission of eliminating racism, empowering women and opening doors to opportunity for women and families facing poverty, violence and discrimination. The Stand Against Racism reminds there is still work to be done in the community and that together we can make a difference.

5. AUDIENCE COMMENTS

There were no audience comments.

6. STUDY ITEMS

A. RESOLUTION IN SUPPORT OF SUSTAINABLE CITIES PARTNERSHIP

Planning Manager Rob Chave recalled a previous presentation to Council, advising this was an update and decision point whether to proceed. The Council packet includes a draft resolution supporting the Sustainable Cities Partnership. Staff is ready to submit an application; the City's application along with other applications will be considered by Western Washington University (WWU). If WWU's program is successful there will be opportunities to apply in succeeding years. Staff is excited about the opportunity to pursue a number of smaller, well-defined projects, things that would not otherwise happen anytime soon. The project is a way to jumpstart these projects for a small investment of time and money. He did not view this as detracting from other projects because the projects fit within ongoing priorities. The list of possible projects identifies connections to the Comprehensive Plan, Strategic Action Plan as well as the Zero Waste Resolution. WWU is still reviewing projects; if Council is interested in adding a project for WWU to consider, that can be done. The projects on the list are ones the WWU has expressed interest in.

Mayor Earling explained if Council approved the resolution, the City will still compete and if successful, will eventually enter into an interlocal agreement. Mr. Chave advised according to City Attorney Jeff Taraday and David Davidson, Sustainable Cities Partnership, the City would sign a contract for services with WWU. If the Council approves the resolution, it is a commitment to include funds in the 2017 budget. The intent is to keep the Council in the loop regarding projects and funding, etc., understanding if the budget is approved, it is potentially within the Mayor's authority to sign the contract. If the Council approves the resolution and the City is selected by WWU, the list and contract will be presented to Council.

Councilmember Fraley-Monillas relayed a citizen's question about the cost per item that WWU would work on. **David Davidson, Sustainable Cities Partnership**, answered as this is launch year for WWU, they do not have a track record. For the University of Oregon, who has 6 years of experience and 100+ projects, the average cost to have one university course work on one city project cost is about \$7,000. Two other cities are applying; WWU will review the projects to determine what the faculty wants to work on. For example, if Edmonds were WWU's first choice, WWU would provide a budget and a list of projects that could be done for that budget before the final agreement is executed.

Councilmember Fraley-Monillas assumed projects that could be done locally for less than \$7,000 would not be included on the list. Mr. Chave responded the projects that are rising to the top are not ones that it

would be affordable for the City to hire a consultant to accomplish. He was fairly confident the projects that are the most attractive are the ones that make the most sense.

Councilmember Buckshnis asked when this would begin as it would be funded in the 2017 budget. Mr. Chave answered the academic year that begins fall 2016. WWU is flexible; if it is included in the City's 2017 budget, funds would not be due to WWU until 2017. Councilmember Buckshnis observed the cost in the resolution was a range from \$65,000 to \$85,000, basically 9-12 courses. Mr. Chave agreed. Councilmember Buckshnis said relayed comments she received from two citizens that they could do some of the items for less. Mr. Chave answered the scope is key. In additional conversation with Mr. Davidson and WWU, there may be things City staff can do such as going to WWU, remote meetings etc.

Councilmember Buckshnis noted some of the items, such as the Green Resource Room, staff is already working on. She observed some items would not be an entire course activity and asked whether some could be combined, noting some items had already been combined. Mr. Chave answered the combinations were based on feedback from WWU with regard to doing both in one course. That will be addressed in the detailed scope and budget.

Council President Johnson expressed interest in using WWU's GIS students to do the cemetery inventory. She recalled the Cemetery Board estimated it would cost \$100,000 to have a consultant map the existing burial plots. She requested that be added to the list of possible projects as well as any other GIS mapping projects such as Urban Forestry mapping. Mr. Chave agreed those could be added. Mr. Davidson agreed a team of students in a GIS lab could accomplish the cemetery mapping.

Councilmember Teitzel commented this is an intriguing program and he was anxious to hear more about it. However, he was concern about shifting focus. The City is preparing to embark on a National Citizens Survey (NCS) at a cost of approximately \$20,000 to help inform the City what citizens want to see accomplished which may also refine the projects the City is interested in having WWU pursue. The City has a lot of very talent people on its boards and commissions and he suggested in the near term asking them to address these projects which could be done at virtually at no cost. He preferred to do that and wait for the results of the NCS before engaging WWU. He would be happy to consider this idea next year once the survey information is available. In addition, the City is still catching up on roads and sidewalk maintenance; if there are discretionary funds available, in the near term he preferred to apply those funds to street and sidewalk maintenance. For those reasons, he will not support the proposal.

It was the consensus of Council to forward this for approval on next week's Consent Agenda.

B. AWARD OF TOURISM GRANTS TO EDMONDS CENTER FOR THE ARTS AND EDMONDS WATERFRONT FESTIVAL

Councilmember Nelson, Chair of Lodging Tax Advisory Committee (LTAC), advised the LTAC reviewed the two grants and voted to recommend to Council approval of the two grant requests:

1. \$2,500 for Edmonds Center for the Arts 10th year anniversary birthday bash. Similar to KidStock with free performances inside and outside.
2. \$1,000 for Community Transit bus wrap advertising for the Edmonds Noon Rotary Club's Waterfront Festival.

It was the consensus of Council to forward this for approval on next week's Consent Agenda.

C. 2016 1ST QUARTER BUDGET AMENDMENT

Finance Director Scott James presented:

- 19 Decision Packages

- \$313,200 in new revenues
- \$165,382 are carryforward expenditures
- \$192,500 are for expenditures previously discussed by Council
- \$597,078 are new Items for Council to consider expenditures

Mr. James reviewed budget amendments:

Carryforward, previously discussed by Council

- Carryforward unexpended funds (\$100,000) from 2016 for the Hwy 99 Subarea Plan
- Carryforward unexpended funds (\$11,183) to cover 2016 consultant costs to complete the CAO update
- Carryforward \$54,100 for the Development Code rewrite

Previously discussed by Council

- Additional \$16,500 for the public defender
- Additional \$30,000 for Veterans Plaza planter beds/benches and a seating area
- Additional \$16,000 for a cover for the propane dispenser at the Public Works yard
- Additional \$130,000 for construction of the downtown restroom

New Items for Council Consideration

- Prior to the close of 2015 the City received \$16,254 from Washington State Department of Labor and Industry for their Stay at Work Program. Human Resources would like to use the reimbursement for accident prevention training
- \$2,100 for videotaping of Planning Board meetings
- A Planning Division staff member will be on extended leave; the department is requesting \$15,200 to backfill position due to high work volume. Permit revenue will cover the additional cost
- \$12,391 for environmental testing at Marina Beach Park
- City received \$10,000 to assist with the promotion of the Bird Fest and the Holiday Market
- Replacement of Frances Anderson Center bandshell was planned in 2016. An \$81,870 carryforward budget amendment was approved in February to help fund the replacement. At that time Council was informed an additional budget request would be made in the first quarter when costs were determined. An additional \$30,000 is required to cover the cost of demolition
- \$31,913 used to pay water connection fees for the new spray park
- \$43,523 grant that will be used for Safe Routes to School to pay for education and enforcement
- \$90,000 TIB grant that will be used for the 238th walkway from Hwy 99 to SR104
- \$154,680 grant that will be used street overlays on 236th
- \$176,000 for sewer pipe relining. Funded by 2015 budget savings (\$60,000 from Sewer Replacement project and the remainder from ending fund balance)
- During 2016 budget development, staff submitted a budget request for \$50,000. Further research led to a decision to purchase an entirely different software system which will result in significant savings in annual software license costs in 2017 and beyond but will be \$15,000 higher in 2016.

Mr. James summarized the budget amendment:

- Revenues increased \$312,200
- Expenditures increased \$954,960
- Change in beginning balance +\$165,382
- Ending fund balance decreased \$476,378

Councilmember Buckshnis relayed her understanding that Planning Board videotaping would be a permanent expenditure rather than a budget amendment. Mr. James explained when the 2016 budget was developed, this amount was not included; he anticipated it would be included in future budgets.

Councilmember Buckshnis referred to the replacement staff in the Planning Division and asked whether the person would be on long term disability. Parks & Recreation/Human Resources Reporting Director Carrie Hite advised extended leave is 3-5 months which is too short for a long term disability payout. The individual will be using vacation and sick leave and then unpaid. The vacation and sick leave are not included in budget and the department has no way to fund backfilling a position without a budget amendment.

Council President Johnson referred to the replacement of the bandshell, observing the total cost was \$191,870 but the item description refers to a \$81,000 carryover and an additional \$30,000. Ms. Hite answered there was originally \$160,000 in the budget; the additional \$30,000 will bring the budget to \$191,000. Funds carried over at the beginning of the year were added to \$80,000 budgeted in 2016. It was anticipated that project would begin in October/November 2015 but that was not possible as the construction documents were not complete.

Councilmember Teitzel referred to the \$2,200 for the canopy cover for the propane dispenser and asked why that was charged to the Equipment Rental Fund and not the General Fund. Mr. Williams explained it would be paid from the 511A Fund not 511B which is used for vehicle replacement. Equipment Rental Funds was proposed as a funding source as it has general application across the fleet.

It was the consensus of Council to forward this for approval on next week's Consent Agenda.

D. REPORT ON BIDS FOR THE 2016 WATERLINE REPLACEMENT PROGRAM

City Engineer Rob English reported on bids:

- Advertised for bids in early April and bids opened April 21
- Four bidders responded
- Low bid provided by D&G Backhoe with a bid of \$1,147,000
- Total construction budget including soft costs: \$1.4 million
- Available funding: \$1.9 million.
- Contract has 90 working days, June-November construction period
- Project scope: 5,000 feet watermain replacement on 7 sites
- Most of the pipe being replaced is cast iron from the 1930-1940s

Mr. English recommended approval on Consent Agenda.

Councilmember Mesaros asked Public Works Director Phil Williams to share information he provided during their conversation earlier today regarding a hot topic in the news, lead in water. Mr. Williams agreed lead in water is very topical in Tacoma and Seattle and other places in the United States. Lead in water is related to age of the water infrastructure on both the city's and the customer's sides of the meter. Cities are required to do lead sampling every three years; it was last done in Edmonds in September 2015. At that time water in the oldest homes in the City were sampled in an effort to identify places where lead concentrations might be the highest. He reported there were no problems in any of the samples taken. Due to increased interest in this topic, he has asked the Water Division Manager to take additional samples which will be done in the next couple weeks. He will inform the Council of the results as well as make them available to the public.

Mr. Williams relayed in the last 17 years, the City has never exposed a lead gooseneck in any of the watermain that have been replaced. He explained lead goosenecks were used because galvanized pipes are rigid and the more flexible lead connects were used to connect to the main. Much of the City's infrastructure dates to the 1930s and earlier, about the time that technique was ceased. Another source of lead in water is leaded joints in cast iron watermain. As the City continues replacing pipes, more and more of those will be removed. In the meantime, sampling indicates suggests there are no issues in Edmonds related to lead.

Councilmember Teitzel observed most newer homes have plastic or copper water service inside the house. Mr. Williams agreed. Councilmember Teitzel commented at one point there was lead in the solder used to join copper pipes. He asked if residents should be concerned about lead in their water from that solder. Mr. Williams said his best advice for homeowners is to run the water in the morning for a couple minutes before use.

It was the consensus of Council to forward this for approval on next week's Consent Agenda.

E. REPORT ON BIDS FOR THE 2016 SANITARY SEWERLINE REPLACEMENT PROGRAM

City Engineer English reported on bids:

- Bids opened today, five bidders
- Apparent low bidder is Carvel Construction with a bid of \$1.5 million
- Project scope: 2,000 linear feet of sewer main and 750 feet stormwater pipe
- Funded by sewer and stormwater funds
- Contract has 80 working days, June-October construction period

Mr. English explained the sewerline replacement is to address maintenance issues where old concrete sewer pipe has settled or eroded creating operational issues for cleaning and maintaining flows. The stormwater portion is to correct a drainage issue on Sierra Place. That project was programmed in July 2015 but only design funds were included. It was later determined this stormwater project could be done with the sewermain project and realize economies of scale by bidding all the work together. A budget amendment will be required for award of this project. Assuming the bid review and checking of qualifications is completed satisfactorily, staff recommends approval on the Consent Agenda.

Council President Johnson referred to the April to November construction period and asked if it was necessary to wait until the following spring to resurface the construction area. She recalled a large project done on Walnut last year had not yet been resurfaced. Mr. English answered several issues are considered in determining whether a street receives a full width overlay. In the case of Walnut, there will be full overlay as part of the overlay program. When utility work is done, a determination is made whether the damage caused by the utility is sufficient to require the road to be overlaid. Typically overlays are done the following year to allow any settling in the trench to occur. That determination is made based on the condition of streets and the impacts of the utility work. All utility projects require a permanent trench patch, HMA pavement, that is compacted in the trench so the street is restored at the end of project. That would be done on both the sewer and watermain projects.

It was the consensus of Council to forward this for approval on next week's Consent Agenda.

F. PUBLIC WORKS ENGINEERING JOB DESCRIPTION UPDATE

City Engineer Rob English explained although the resignation of well qualified and experienced Stormwater Engineering Program Manager Jerry Shuster to take a position in Bellevue left a void in the

division, it also provided an opportunity to reevaluate how things are done in the division as well as existing staff and their qualifications. He reviewed the proposed reclassifications:

Senior Utilities Engineer & Stormwater Engineer Reclassifications

Mr. English recommended the Senior Utilities Engineer position, who current programs and budgets for capital projects related to water and sewer, take over long range planning for stormwater capital and infrastructure. The benefit is one person coordinating all three utilities. The current Senior Utility Engineer is a very qualified professional with many years of experience in the private sector designing stormwater infrastructure and has been with the City since 2011 doing an outstanding job. This proposal would add those duties as well as supervisory duties to the position. He proposed the Stormwater Engineer's supervisory responsibility be shifted to the Senior Utility Engineer position and the Stormwater Engineer and the Stormwater Engineering Technician position report to the Senior Utilities Engineer position. The salary range for the Senior Utilities Engineer would be increased from 14 to 16 and the salary range for the Stormwater Engineer position would be decreased from from 14 to 13. He anticipated it would be challenging to fill the position due to the high demand for engineers in the current economy.

Engineering Program Manager Reclassification

Mr. English explained the previous City Engineer in the early 2000s instituted a career progression plan for the Engineer Technicians and Engineering Program Manager positions to help promote and retain employees. The current Engineering Program Manager 1 has been in the position since 2007. He recommended the job description be revised as well as the individual reclassified to the Program Manager 2 position. At the time the description was prepared, it included capital infrastructure work. Job duties and assignments have changed within the division since early 2000s and all capital work is managed by other engineering staff. The reclassification deletes that work from the job description and has the position focus on development work only. The salary range remains the same.

Engineering Technician 3 Promotion

The request is to reclassify an Engineering Technician 2 to Engineering Technician 3. Following the career progression plan, this individual has fulfilled the qualifications.

Mr. English referred to the estimated salary/benefits table in the packet that reflects a salary savings in 2016 due to the vacant Stormwater Engineer position. The reclassification of the Engineer Technician 2 to Engineering Technician 3 is retroactive several months. The table reflects estimated salary/benefits increases through 2020. Over 90% would be funded by the Utility Fund and permit fees and a small portion by the General Fund. He acknowledged that could change year-to-year depending on permit activity. He requested the Council approve the three job descriptions on next week's Consent Agenda.

Councilmember Buckshnis expressed concern there were things that needed to be done related to the stormwater code this year and next year that Mr. Shuster had begun working on. She relayed Mr. Williams' assurance that he and Mr. English will ensure that gets done. She asked who would do that work. Mr. English answered it would be under the Stormwater Engineer position which is a new position. The other two positions are already filled.

Council President Johnson relayed her understanding that the senior level person would be doing the long range planning which would include the stormwater code. Mr. English said the Stormwater Engineer position would be working on that. Long range planning for capital infrastructure would be shifted to the Senior Utility Engineer position. Before Mr. Shuster left, he and the consultant did a substantial amount of work rewriting the stormwater section of the code. There is also a portion of the stormwater code related to development services.

Council President Johnson referred to the retroactive pay increase, asking how that could occur prior to Council approval. Mr. Williams explained staff researched how the progression of Tech 1, 2 and 3 had been implemented in past based on the union contract; it needs to be done the same in the future to avoid union issues. The last one was in 2010, the employee became eligible, completed the checklist and was certified by the City Engineer as meeting all the requirements to qualify as a Tech 3. Because of the time required for Council approval, the increase was retroactive. He recommended the same for this reclassification because of past practice and the policy.

It was the consensus of Council to forward this for approval on next week's Consent Agenda.

G. DEVELOPMENT ACTIVITIES UPDATE

Development Services Director Shane Hope presented:

- Photo of staff teamwork – building community – behind the scenes
- Development Review Committee meetings
- Graph of Development Services Permit History 1985-2015 – revenues versus number of building permits
 - 2015 highest year in history
- Graph of building permits reviewed by Building, Planning and engineer 2014/2015 comparison by type of permit, number issued and valuation
- Graph of land use permits (not a part of building permit reviews) including number of permits, number completed over 120 days and under 120 days, mean processing time and standard deviation.
- Engineering Division (right-of-way, street use encroachment and side sewer activity)
 - Permits Issued 432
 - Permit Revenue \$35,347
 - Inspection & Review Revenue \$178,012
 - Traffic Impact Fees \$66,344
 - Solar Permits

Year	Number of Permits	# of Permits Applied for Online	% Online	kW
2012	3	0	0%	11
2013	6	5	83%	41
2014	39	35	90%	241
2015	32	29	91%	211
Total	80		86%	505

- Graph of building permits per Development Services employee 1985-2015
- Inspections
 - Over 8,000 field inspections were performed by Building, Engineering and Planning Division staff in 2015

Building Official Leif Bjorback displayed a map of key development projects and reviewed:

- Residential Projects
 - Development Services Department currently has 44 active new single family residence permits
 - Shaw Lane Subdivision 6 lots
 - Woodvale 105th Place W– 26 lots
 - Edmonds Way
 - 218th Street
 - 7th Ave S

- Maplewood Drive
- Commercial Projects
 - Prestige Care
 - 76th Ave W
 - Over 48,000 sq. ft. skilled nursing facility
 - Certificate of occupancy issued 10/29/15
 - Swedish Hospital
 - 21601 76th Ave W
 - 77,000 sq. ft. hospital expansion, new emergency department
 - Post Office Mixed Use
 - Phase 1 – 43 new residential units and 4,800 square feet commercial space
 - Phase 2 – 28 new residential units and 7,600 square feet commercial space
 - Cedar Care Memory Care
 - 21006 72n Ave W
 - 70,989 sq. ft.
 - 62 units with 80 beds
 - MGP Retail Shell Building (Winco Site)
 - 21940 Highway 99
 - 6,162 sq. ft.
 - 4 tenant spaces
 - Point Edwards Building #10 (apartments)
 - 150 Pine Street
 - 58 residential units
 - Structured parking
 - Salish Crossing
 - New tenants include
 - Cascadia Art Museum
 - Spud Fish & Chips
 - Scratch Distillery
 - Brigid's Bottle Shop
 - 190 Sunset Restaurant
 - 1st Financial Bank
 - Hunniwater
 - The Workshop fitness studio
 - Top Pot Donuts
- Madrona School
 - School District plans to build a new building on the vacant portion of the property and once the new building is complete, demolish the old building
- Tenant Improvement Projects
 - Krueger Clinic
 - Whirly Ball
 - City Projects
 - Frances Anderson Center bandshell
 - Fishing Pier

Ms. Hope reviewed other Develop Services work:

- Technology Update
- Special projects examples:
 - Edmonds Community Development Code Update
 - Subdivisions
 - Signs

- Stormwater Regulations
- LID Integration
- Critical Areas Ordinance
- Street Tree Plan Update
- Highway 99 Subarea Plan
- Public Works Standard Details Update
- Remodeled Permit Center and & Green Resource Center
 - Planning open house once completed
- Building, Planning and Engineering Divisions are now available at Permit Counter daily
 - Hours: M, T, T, F: 8:30 am – 4:30 pm and Wednesdays 8:30 am - noon
- Many resources can be found on City website – www.edmondswa.gov
 - City web map provides utility info, as-builts, zoning etc. – www.maps.edmondswa.gov

Councilmember Nelson inquired about the number of residential versus commercial solar permits. Ms. Hope answered most are residential because they are simpler. Mr. Bjorback agreed residential are much simpler. The number of solar permits in 2014 and 2015 are high due to the Solarize campaign during those years. Solar permits have decreased in 2016. Councilmember Nelson asked if there were any plans to revitalize the solar program. Ms. Hope said staff will be considering options, perhaps there will be an opportunity with WWU to do some solar campaigning and outreach.

Councilmember Tibbott referred to the comparison of land use permits, noting all are completed in under 120 days. He asked how the mean processing time compared to other cities. Ms. Hope said she would need to research that; she anticipated Edmonds was not far out of line with other cities.

Councilmember Tibbott asked how the 2015 mean processing time compare to slower years. Planning Manager Rob Chave answered it is generally similar. He recalled the mean times were fairly consistent year-to-year, but he could research and provide that information. Councilmember Tibbott said a developer needs to know how long it takes to get through the process in order to plan. Mr. Chave explained land use permits are somewhat unique and time intensive due to the extensive process that includes advertising, noticing, involvement of other agencies such as the State, etc. Developers are informed how long the review process will take.

Mr. Chave commented that due to Council and staff interest in improving review times, a lot of things with process intensive permits were moved into the building permit process. For example, thresholds have changed with regard to what goes to the Architectural Design Board for review versus having standards in the code that enable staff to handle the design component which is a huge benefit. It retains the ability to look at design but having identified design parameters allows the review process to be compressed. Currently, most of the lengthy design review is for high level projects and smaller projects are reviewed via the building permit.

Councilmember Tibbott commented it appeared the department was able to do more with the same number of staff and asked if that was due to technology. Mr. Chave responded it is due to process changes as well as a focus on technology. An example is online solar permitting and streamlining staff review that resulted in shortening of the overall process. The goal is to move more permitting online, electronic plan review to reduce paper, etc. He agreed technology is key.

H. HIGHWAY 99 AREA PLANNING UPDATE

Development Services Director Shane Hope reviewed:

- Purpose
 - Create a vision for the corridor

- Historically, the corridor developed with little planning guidance.
 - The result is what we are left with today: poor connections, unsafe streets, and general lack of cohesiveness between buildings.
 - Taking a more proactive approach will provide a “big picture” view of community goals such as transportation, land use, and safety.
- Develop specific steps to accomplish community goals
 - Based on the vision and community goals, the subarea plan will identify action steps the City can take
 - Attract investment
 - Public funding
 - Private investment
- Map of Highway 99 subarea
- Background: Building on previous work
 - Highway 99 Task Force
 - Formed over 12 years ago
 - Helped provide insight for the 2004 report
 - The 2004 report held the City win \$662,000 in federal grants for pedestrian safety and lighting improvements
 - Highway 99 Enhancement Project Report, Makers, 2004
 - Highway 99 Enhancement Project Market Assessment, Berk & Associates, 2004
 - Highway 99 Traffic Safety and Circulation Study, Perteet, Inc., 2007
 - City of Shoreline Planning
- Recent Steps
 - Consultant team brought on board: Fregonese Associates
 - Reconnaissance/research
 - Public workshop – over 50 attendees
 - Instant polling
 - If you could do just one thing for the corridor, what would be your top priority for infrastructure?
 - A. Address parking – management and shared parking – 9%
 - B. Public space improvements and beautification – 42%
 - C. Safety improvements for bikes and pedestrians – 12%
 - D. Better connections for bikes and pedestrians – 33%
 - If you could do just one thing for the corridor, what would be your top priority for housing?
 - A. Add more housing units – 24%
 - B. Add more affordable housing units – 32%
 - C. Beautification, blight removal, code enforcement – 39%
 - D. Homeowner assistance for rehabilitation – 0%
 - If you could do just one thing for the corridor, what would be your top priority for business?
 - A. Catalyst development on major sites – 39%
 - B. Storefront improvements – 7%
 - C. Bright new business and jobs to the area – 46%
 - D. Invest in homegrown entrepreneurs – 7%
 - Mapping exercise

Ms. Hope reviewed key observations from the public workshop:

- Improve safety
 - Add pedestrian scale lighting and wider sidewalks along key pedestrian corridors (e.g. Interurban Trail and neighborhood connections to Hwy 99).

- Add more pedestrian crossings across Hwy 99.
- Slow traffic turning off Hwy 99 onto side streets.
- Improve public space
 - Include more wayfinding signs.
 - Activate the street by bringing buildings to the sidewalks.
 - Include landscaping as buffer between street and sidewalk.
 - Concern expressed over the number of car lots. “Car lots do not make good neighborhoods.”
- Attract new businesses
 - Diversify the business mix in the area
 - Focus on attracting catalyst developments

Next steps include:

- Use results from public workshop and online survey to draft alternative scenarios
- Public Open house - Thursday May 19, 7:00 – 9:00 pm
 - Swedish Hospital Auditorium, 21601 76th Ave W, 4th floor, main building

Ways to participate include:

- Periodically check City websites
 - www.edmondshwy99.org
 - www.edmondswa.gov/2011-07-27-22-31-43/highway-99-planning-project.html
- Take the survey
 - www.edmondshwy99.org/workshop-survey
- Get on the City email list
- Watch for announcements in local media and City newsletters
- Send comments to brad.shiple@edmondwa.gov

Ms. Hope reviewed the project timeline

- March – April 2016: Understanding Existing Conditions
- April – June 2016: Develop Land use and Transportation Scenarios
- April – Oct 2016: SEPA & Planned Action Environmental Impact Assessment
- July – Sept 2016: Develop Subarea Plan
- Oct – Nov 2016: Final Sub-Area Plan

Councilmember Nelson thanked Ms. Hope and the consultant for the public workshop. He commented the number of Councilmembers at the public workshop illustrates the Council’s interest in Highway 99. He also commented on the public workshop attendees’ interest and their participation in the mapping exercise.

Mayor Earling declared a brief recess.

I. UPDATE ON REVISING SIGN REGULATIONS AND OTHER PARTS OF THE DEVELOPMENT CODE

Development Services Director Shane Hope explained sign codes are complex and have many issues such as free speech, aesthetics, community character, public access, etc. Staff has heard many different concerns with the sign code over the years such as things that were unclear, things that other cities doing such as replacing pole with monument signs, etc. The primary concern that has been expressed is temporary signs in the downtown area. Most downtown businesses believe the opportunity for signage is important, increases their business and keeps the area vital and lively. Conversely, signs can also get in pedestrians’ way if not placed carefully and can be viewed negatively. There is also an issue related to

enforcement; the code provides for limitations on signs but there is no permitting or tracking system and the City has only one code enforcement officer.

Planning Manager Rob Chave explained the Planning Board is initially focusing on temporary signs. Sandwich/A-board signs are allowed downtown but not elsewhere in City. They are generally associated with pedestrian environments and it makes sense to regulate them that way because pedestrian signs are very different than other signs. Under the existing sign code temporary sign are allowed but only for 60 days; however, there is no permitting system to track those signs. The Planning Board is considering what signs need time limits and how sandwich board signs are used.

Mr. Chave explained currently A-board signs are not used on a temporary basis for a specific number of days; the temporary nature is related to their removal when the businesses are closed. Many A-board signs are used for ongoing advertisement for things like menus, daily specials, or other temporary statements that inform patrons what is occurring in the business. One of the challenges is the sidewalk area downtown is limited, most downtown sidewalks are 8 feet wide. Although there is ample room, the issue is not having too many A-board signs so they are ubiquitous, identifying the best location on a case-by-case basis, determining a logical number based on number of storefronts, doorways, etc. Those details are not reflected in the current code.

Mr. Chave said another issue under review with the assistance of the City Attorney is the recent Supreme Court case that limits the ability to regulate signage; regulations have to be content neutral. The basic rule is if a person has to read the sign to determine whether it's permitted, that is a problem. Other jurisdictions' codes cannot be used as samples because most allow specific signs. For example, a menu sign; it would be necessary to read the sign to determine it was a menu sign. The City Attorney's office has been reviewing the City's sign code and have identified definition problems as well as other issues.

Ms. Hope relayed the intent is for Planning Board to gather public input and provide a recommendation to the City Council.

Councilmember Buckshnis recognized there are a lot of issues associated with the sign code. Many temporary signs are not actually temporary; they have been in place for a very long time. She was unclear why temporary signs are a freedom of speech issue. Other cities do not allow sandwich board signs; if the City has never tried not allowing sandwich board signs, how do businesses know they are helpful. She suggested not allowing A-board signs for a 30-60 day trial period. Ms. Hope anticipated options would be presented to the Council that could include no temporary signs allowed on the sidewalk or other regulations such as where and when they can be displayed. City Attorney Jeff Taraday said if the Council was interested in completely prohibiting temporary signs, he would need to research whether that was defensible.

Councilmember Fraley-Monillas asked whether a permit for A-board signs had been considered. She wondered how many would be displayed if a permit were required. Ms. Hope answered consideration is being given to requiring a permit; most other sign types require a permit. A-board signs in Edmonds do not require a permit which makes them difficult to track.

Councilmember Fraley-Monillas relayed she has been contacted by members of the disability community on more than one occasion with concerns about outdoor dining in the right-of-way blocking access; A-board signs adjacent to outdoor dining further block access. After measuring some sidewalks downtown, she found some are only 6 feet wide. Mr. Chave said the Planning Board is discussing the requirement for a permit especially for signs in the right-of-way. Requiring a permit would allow the sign location to be reviewed as well as whether there was a conflict with outdoor dining. Councilmember Fraley-Monillas remarked people without a disability often don't think about signs blocking access.

Councilmember Fraley-Monillas asked if a permit fee was required for blade signs. Mr. Chave answered no; a decision was made during Stephen Clifton's tenure not to require a permit. The signs are required to be mounted at a certain height but there is no fee for the permit. Councilmember Fraley-Monillas liked the blade signs and would like to see more. She remarked blade signs, A-frame, and signs in window can all be too much. Mr. Chave agreed that was the difficult part about the sign code; there were no objective studies that state what was more or less effective. There are only government ordinances regulating signs and publications from the sign industry that state more is better. That is why jurisdictions look at other jurisdictions' regulations; unfortunately, most are not in accordance with Supreme Court decision. Ms. Hope said another challenge is whether the business is located where it can display blade sign.

Councilmember Teitzel said he attended a recent Edmonds Downtown Alliance meeting where the issue of signs was raised and there was a lot of emotion about A-board signs. Most business owners at that meeting believed it was the most cost effective sign method to attract customers. He agreed it would be important to find research that would inform business of other other options that may be as effective or more effective than an A-frame sign. Ms. Hope said it has been very difficult to find any academic research; most information is anecdotal.

Council President Johnson recalled Natalie Shippen raising this issue in the past including the visual pollution in downtown Edmonds, the number of signs she observed and what they advertised. Council President Johnson said after a while, people become immune to what Ms. Shippen saw and she was unsure whether people actually read the signs. She agreed a range of options would be helpful, one of options should be a ban or a temporary ban and encouraged the City Attorney to work with the Planning Board and staff on a ban. She acknowledged a ban may not be popular but several Councilmembers have indicated they are not particularly supportive of sandwich-board signs. She recognized they are inexpensive and serve a purpose but questioned whether they were in the best interest of downtown Edmonds.

Councilmember Nelson expressed support for temporary signs that were actually temporary; A-boards tend to be permanent. He supported options for temporary signs with regard to the type of signs, size, location, etc. He noted visitors may not walk by the A-board signs every day and may be informed by the information on the sign. He favored finding a balance to accommodate visitors, people with disabilities and pedestrians but did not support a temporary or permanent ban at this point.

Councilmember Mesaros relayed as he was walking to tonight's meeting, the veterinarian was bringing in the sandwich-board sign at the Veterinary Clinic on 5th. The sign appears to be very temporary as it is brought in every night. Councilmember Mesaros pointed out real estate sandwich boards are often displayed outside the downtown area, typically on the weekend to direct people to open houses. He anticipated regulating those would be difficult. Ms. Hope agreed that is an issue; staff is not proposing to address those signs at this time. Mr. Chave clarified only commercial A-board signs are allowed downtown; A-board signs are allowed in residential zones. The challenge with real estate sign is they are located off-premise. Councilmember Mesaros commented there are two types of real estate signs, the A-frame and the small arrow stake signs.

7. REPORTS OF OUTSIDE BOARD AND COMMITTEE MEETINGS

Councilmember Buckshnis the WRIA 8's granting committee did two site visits for King County Flood Control grant program and two visits for the Salmon Recovery Funding Board (SRFB) and submitted their recommendations to the WRIA 8 Board. The WRIA 8 Board will review the recommendations on May 19. She abstained from voting on the recommendation related to the Edmonds Marsh. She reported the Tree Board is hosting Cass Turnbull on May 5, 7:00 – 9:00 p.m. in Council Chambers to speak on "The Seven Myths of Site, Selection and Care of Trees."

Councilmember Nelson reported the Snohomish County Tomorrow Steering Committee had a presentation from the PSRC on upcoming activities, the City of Mukilteo's Comprehensive Plan and a briefing on the Alliance for Affordable Housing. He reported the US Corp of Engineer attended the Lake Ballinger Watershed Forum meeting where there was interest expressed in collaborating with US Corp of Engineer and shifting from flood mitigation to potentially improving Lake Ballinger's water quality in the future. Federal Lobbyist Jake Johnson made a presentation at the Forum meeting about potential federal legislation regarding a green stormwater tax credit that would provide residents a tax credit of up to 30% for activities such as installing a rain garden.

Councilmember Fraley-Monillas reported on two Diversity Commission meetings she attended; at one, members of the public were invited to speak about groups they are involved in. At the second meeting, the Commission discussed participating in the 4th of July parade and prioritizing issues. She also attended three Health Board meetings. One of the primary issues the Board is addressing is drug-take back. Pharmacies have removed their drug take-back box; boxes are located in police departments including the Edmonds Police Department. The Board is working on a policy to put drug take-back containers in pharmacies, with funding from the drug manufacturers via a \$0.02/prescription fee. In the meantime, containers are located in many police departments.

Councilmember Fraley-Monillas reported the Disability Board is continuing to work on policy issues. Several police departments attended the Law and Justice Committee meeting, the primary issue was heroin overdose epidemic in Snohomish County. The Sheriff pointed out drug take-back boxes result in less opportunity to abuse drugs as kids do not go straight to heroin, they begin with medications taken from family/friend houses, eventually moving up to heroin. Heroin is a very inexpensive drug, making it economical for users but it is killing children. She attended several other meetings this month.

Council President Johnson reported on an ECA reception she attended which was an opportunity to thank donors including a large donation from Snohomish County Lodging Tax Advisory Board. She reported on the Diversity Commission forum, an opportunity for the Commission to hear from community leaders on a number of topics. She also attended the ST3 presentation in Everett last night.

Councilmember Mesaros reported the SeaShore Transportation Forum had presentations regarding, 1) ST3 proposal where a question was raised regarding the interaction with other transit authorities such as Community Transit and Metro, and 2) King County Metro's Strategic Plan. He encouraged Metro to coordinate with Community Transit.

Councilmember Mesaros reported the SnoCom Board meeting included discussion regarding a merger with SnoPac and hiring a facilitator to lead those discussions. The Board also evaluated the SnoCom Executive Director Terry Peterson who was hired on a temporary basis but with the potential merger, his contract likely will be extended until that issue is resolved.

Councilmember Mesaros reported the Edmonds Public Facilities District meeting included a legislative update regarding issues affecting PFD throughout Washington including extension of the PFD legislation which was not passed. The meeting included routine finance items as well as discussion of programming for the remainder of this year and programming options for the upcoming season. He summarized the ECA is very busy with its own programming as well as rentals.

Councilmember Teitzel reported the Disability Board is working through policy issues related to how/when/if retirees should attend those meetings to plead their case. That occurred today and it was an awkward exchange. He plans to attend the Law Enforcement Officer Firefighter annual meeting in Lake

Chelan in May on behalf of the Disability Board to learn what other cities are doing to address new and changing requests for reimbursement.

Councilmember Teitzel reported the Historic Preservation Commission meeting included a request from the owners of a home at 8th & Maple for historic registration. Following significant debate, the request was denied due to major changes to upper floor windows that change the character of the house. He reported the Civic Field Advisory Committee, after interviewing Walker | Macy, MIG and Lewis Berger to prepare a master plan, selected Walker | Macy. They will begin an aggressive schedule of meetings; the first public meeting, an open house format, will be held in May to learn what the public would like to see at Civic Field. The master plan will be complete by the end of 2016 with a final plan forwarded to Council for review in January 2017.

Councilmember Teitzel reported the Port of Edmonds meeting included reports on increased revenues, discussion regarding the Coho fishing season; due to warm weather and water, this year's run is very small and the fishery agencies are considering canceling the sport and commercial fishing season in this area of Puget Sound. New restrooms were installed at the Port; the same vendor who will be installing the downtown restrooms. Following a survey of tenants where most preferred ethanol free gasoline, the Port will be shifting from ethanol augmented gas to clear. Ethanol attracts water which damages carburetors especially in boats. The Sea Scouts are having an open house on April 30 from 10 a.m. to 1 p.m. on V dock in front of Arnie's Restaurant.

Councilmember Tibbott reported he represents the Council on the Affordable Housing Alliance and took a group interested citizens along with Ms. Hope and Councilmember Fraley-Monillas to look at a senior housing project on 196th in Lynnwood, Shepherds Garden. This project was initiated with 2.2 acres of land gifted by a church which enabled them to attract another \$10 million in grants. He displayed several photos illustrating the quality of affordable housing projects including the entryway, a mural commissioned for the lobby describing the history of Lynnwood, Pastor Chris Boyer whose church donated the property and who is also a Lynnwood Councilmember, the courtyard in back and parking shared with church. The donation of property increased the opportunity for federal, state and county grants; the City of Lynnwood did not provide any funding but did help with zoning considerations and land use accommodations. The building has 40 units as well as shared spaces; each unit is approximately 550 square feet with its own living space and kitchen. He found this to be a very exciting project and was hopeful citizens with 2-5 acre properties would consider working with the City on an affordable housing project.

Councilmember Tibbott reported he also provided feedback to Snohomish County on their draft housing plan, voicing his concern that the plan was very Everett, Monroe and Marysville centric and included very little in south Snohomish County and very little data from Edmonds School District which encompasses five cities.

Councilmember Tibbott reported the Economic Development Commission has held two meetings since his last report. Commissioners have diverse talents and a broad range experience. The Council can expect a report from the Commission in June with objectives for the coming year.

Mayor Earling reported approximately 200-250 people attended the Sound Transit open house in Everett last night on the ST3 plan. As expected no one is happy with light rail not reaching Everett until 2041. The Snohomish County Sound Transit delegation identified ways to reduce costs and the timing to get light rail to Everett sooner than 2041. The Sound Transit Board meeting will make a final decision in June whether to proceed with a ballot measure.

8. MAYOR'S COMMENTS

Mayor Earling relayed he received an email today from the Snohomish County Executive's office indicating his plans to recommend to the County Council a ballot measure to increase sales tax by \$0.002 to further fund criminal justice and fire protection. If successful, that funding mechanism would generate \$450,000-\$480,000 in the first year in Edmonds. He offered to forward Councilmembers the information he received, commenting the Council may want to schedule discussion on a future agenda. The Snohomish County Council open house is May 13; placing it on the ballot would require Snohomish County Council action.

Mayor Earling looked forward to the City's first daughter and son work day this Thursday at City Hall.

9. COUNCIL COMMENTS

Councilmember Teitzel reported Councilmember Fraley-Monillas and he are working on the August Volunteer Appreciation Picnic to celebrate the City's volunteer boards and commission. They have solicited donations from businesses for food and beverages for families as the City cannot pay for families and he invited Councilmembers to donate.

Council President Johnson invited the public to a kickoff for the Civic Field Master Planning process for the City Council on May 3 at a special meeting in the Brackett Room from 5:30 – 6:45 p.m. followed by the regular Council meeting at 7:00 p.m.

Council President Johnson echoed Councilmember Fraley-Monillas' encouragement to put prescription medications in the take-back box in the Police Department. She cautioned the public not to flush medications as they cannot be removed at the treatment plant and enter Puget Sound, affecting aquatic life.

Councilmember Fraley-Monillas said medications can also be put into coffee grounds or kitty litter. She relayed the \$0.002 sales tax increase was also discussed by the Law and Justice Committee; they anticipate the funds could be used for 63 new deputies in Snohomish County as well as a percentage going to the Health District.

With regard to Councilmember Tibbott's report, Councilmember Fraley-Monillas pointed out affordable housing needs to be on a bus line and close to grocery stores, requires less parking as not everyone living in a senior living facility drives. The community was excited about the project in Lynnwood and she anticipated the same would be true in Edmonds. She pledged \$50 to the Volunteer Picnic and challenged Councilmembers to each donate \$50.

Councilmembers Nelson and Buckshnis offered to contribute \$50 each to the Volunteer Picnic and Councilmember Mesaros offered to contribute \$51.

10. CONVENE IN EXECUTIVE SESSION REGARDING PENDING OR POTENTIAL LITIGATION PER RCW 42.30.110(1)(i)

This item was not needed.

11. RECONVENE IN OPEN SESSION. POTENTIAL ACTION AS A RESULT OF MEETING IN EXECUTIVE SESSION

This item was not needed.

12. ADJOURN

With no further business, the Council meeting was adjourned at 9:35 p.m.